

## **DEPARTMENTAL BUDGET INFORMATION BUILDINGS & SAFETY ENGINEERING (13)**

### **MISSION**

The mission of the Buildings and Safety Engineering Department is to provide for the safety, health and welfare of the general public as it pertains to buildings and their environs in an efficient, cost effective, user friendly professional manner.

### **DESCRIPTION**

The Buildings and Safety Engineering Department administers zoning and construction codes which control the erection, alteration, use and maintenance of new and existing buildings and structures. The Department issues permits and monitors construction and use through inspection services. The maintenance of conditions in existing buildings and their environs are regulated by Ordinances that require periodic inspections.

### **MAJOR INITIATIVES**

In accordance with Michigan Public Act 245 of 1999, a separate revenue fund for the enforcement of this Act has been established to meet the legal requirements for fiscal year 2002-2003. B&SED will be viewed as an Enterprise Agency. In summation, the Act states that the use of fees generated under this section can only be used for: the operation of the enforcing agency, the construction board of appeals, or both and shall not be used for any other purpose.

The Demolition Program will be administered by B&SED commencing fiscal year 2002-03. This activity was transferred from the Department of Public Works in order to bring about a streamlined approach to identifying dangerous buildings, tracking their status and progress through the system and interaction with other departments. It

reduces duplicate databases and allows management of a single process. This will improve the timeliness of data sharing, the coordination of demolition efforts and make it easier to realize continuous improvements in the process.

Buildings and Safety Engineering is currently engaged in management-level strategic planning workshops to help develop the future direction and goals of the department. The sessions focus on the evaluation of all services provided to evaluate which services most effectively contributes to the City's goals. The planning also focuses on the most efficient use of available resources to achieve the most effective results without unnecessarily adding costs. Accounts Receivable Collections may go up as uncollectible annual use license programs are eliminated (i.e., refrigeration, pressure vessel, heating).

During the previous fiscal year, the **Plumbing Division** analyzed the need for annual cross-connection control inspections to identify facilities with highest priority such as hospitals, funeral homes, etc. In 2002/03, B&SED will continue to analyze and identify those facilities with regard to the cross connection program. Increase recruiting efforts to identify staff for the **Electrical Division** in order to respond to increased inspection demand. As a result of the "Single State Construction Code Act" the City now enforces the 1999 Michigan Electrical Code, and license examination procedures are being reduced in accordance with the new code. All divisions are being trained on the impact of the "Single State Construction Code Act" and the

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International Construction Codes, which the State required the City to adopt.

In the **Housing Division** recent changes to the pre-sale housing ordinance resulted in continued increases in the volume of pre-sale inspection requests during 2001/02. A revision of the inspection guidelines for pre-sale, rental and other residential inspections continues with full implementation planned for the 2002/03 fiscal year. The pre-sale inspection process will be reused to provide a more concise, safety oriented and customer friendly inspection. The department intends to reenact the International Property Maintenance Code for rental inspections and other residential code enforcement. Neighborhood stabilization efforts will be supported primarily by two initiatives: 1) city-wide property maintenance code enforcement for all homes in the neighborhoods and 2) increased diligence and enforcement of rental properties. The Housing Division began prioritizing enforcement activities for rental properties with multiple units or landlords holding more than ten (10) properties during 2001/02. This will continue for the upcoming fiscal year. Inspection checklists and stricter enforcement procedures are being developed. B&SED is also working with the State of Michigan to take measures against sheltered vendor rent landlords who are not in compliance.

Court activity staff are being reorganized to accommodate the additional court activity anticipated from increased code enforcement. Also, procedures have been modified to provide for show cause hearings prior to filing of court cases, to reduce the strain on the limited court docket available.

During 2001/02, the Housing Division was divided into districts that correspond with the Community Reinvestment Strategy and Neighborhood City Hall districts, with the intent of providing closer communications and accountability between the community and the Division.

Mechanical Inspection referrals for furnaces over fifteen (15) years old will be eliminated as the Housing Inspectors implement the use of gas detectors. In addition, BSED will continue to work to bring the heating, refrigeration, boiler and elevator codes into correlation with state and national codes.

During 1999/2000 **Buildings Division** began accelerated enforcement of dangerous buildings. This accelerated activity will continue during 2002/03 especially for owners of barricaded structures, requiring rehabilitation plans for occupancy within six months. Demolition of structures, which are open to trespass, will continue, although deferral activity is expected to increase as property values continue to rise and more property owners sell or attempt to save their properties. This enforcement will continue into the next fiscal year with a continued focus on vacant buildings near schools. The annual inspection process for commercial buildings is also being revised to include an emphasis on property maintenance and zoning.

The Zoning Unit is envisioned to begin incorporating non-environmental aspects of the 1998 Zoning Enforcement Initiative into its existing inspection activities. The Department of Environmental Affairs will be responsible for the environmental portion commencing fiscal year 2002/03.

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Utilization of the Tidemark software is underway. Mechanical, Electrical and Plumbing permits annual and special inspections were automated as well as inspection scheduling and tracking, presale and rental housing inspections and plan review. Other agencies, such as Consumer Affairs and City Engineering have implemented Tidemark applications to integrate with B&SED operations. Once the core processes (permitting and inspections) are operational, internet permit requests and interactive voice response can be added and employed for inspection services.

During 2002/03 fiscal year, the Department will continue to ensure that all open contracts remain in compliance of the ordinance for the Nuisance Abatement and Repair to Own Program as properties move toward successful completion or termination.

The Department will also pursue a moratorium on processing contracts and work in conjunction with the Planning and

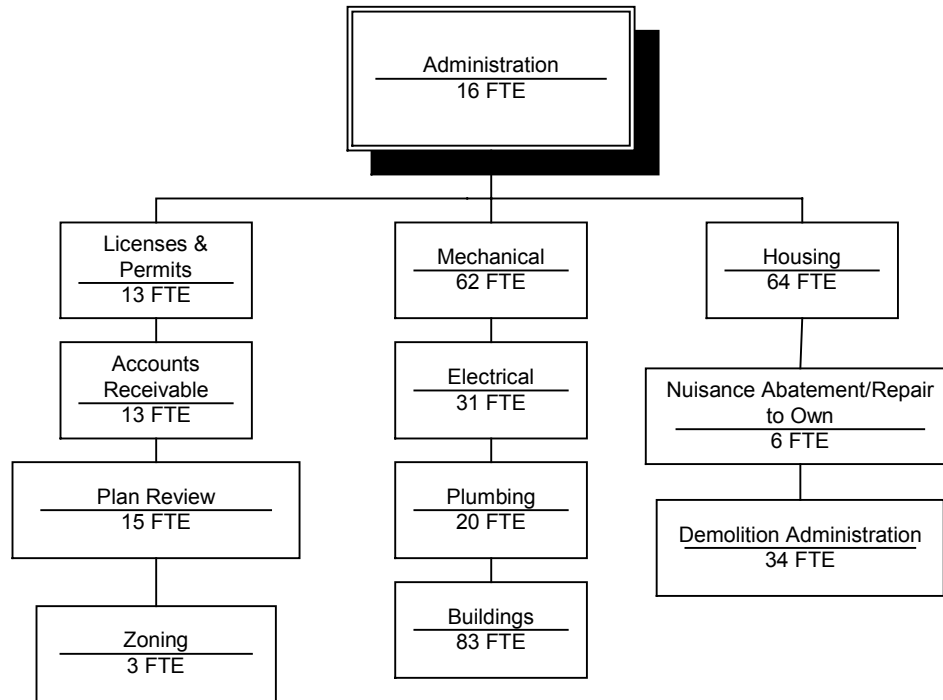
Development Department along with other City Agencies to explore potential alternative programs to rehabilitate city-owned houses.

### **PLANNING FOR THE FUTURE**

Integration of the Tidemark system and departmental reorganization are the foundation for future operations. Implementation of peripheral functions of Tidemark (web-based permitting, interactive voice response for inspection scheduling and tracking, hand held devices and electronic approval routing) will enhance customer service and response time. Complete automation and integration of permit and inspection services will also enhance staff productivity. This effort will result in providing timely inspection services to our customers and to follow-up on expired permits and non-complied violation notices.

Increased building code enforcement is designed to insure public safety and neighborhood stabilization.

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**PERFORMANCE GOALS, MEASURES AND TARGETS**

<b>Goals: Measures</b>	<b>2000-01 Actual</b>	<b>2001-02 Projection</b>	<b>2002-03 Target</b>
Enforce codes within the framework of nationally recognized codes:			
Heating Equipment safety inspections	6,244	7,100	7,000
Number of electrical inspections	16,000	16,000	16,000
Number of plumbing inspections	2,500	2,000	2,000
Building inspections	20,000	35,000	35,000
Maintain the stability and safety of neighborhoods:			
Number of pre-sale housing inspections	9,152	9,500	9,500
Number of barricaded buildings	4,670	4,500	4,500
Number of nuisance abatement contracts completed	311	411	511
Satisfy business, residential and other customers:			
Building permits issued	7,025	7,650	7,875
Total permits issued	29,900	34,000	34,000
Operate the department self-sufficiently:			
Percent of fees collected	40%	50%	50%
Build and maintain a high-performance organization:			
Number of employee participation teams	7	6	6
Reduce the number of vacant and dangerous structures within the city:			
Buildings demolished	2,217	2,500	2,500

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**EXPENDITURES**

	2000-01 Actual Expense	2001-02 Redbook	2002-03 Mayor's Budget Rec	Variance	Variance Percent
Salary & Wages	\$14,443,657	\$14,584,830	\$16,210,852	\$1,626,022	11%
Employee Benefits	6,678,566	7,408,424	8,125,412	716,988	10%
Prof/Contractual	1,228,736	1,172,000	11,053,428	9,881,428	843%
Operating Supplies	218,072	110,637	347,657	237,020	214%
Operating Services	1,617,713	1,770,151	3,542,020	1,771,869	100%
Capital Equipment	311,252	0	0	0	0%
Capital Outlays	414,194	0	0	0	0%
Other Expenses	66,563	136,500	21,800	(114,700)	-84%
<b>TOTAL</b>	<b>\$24,978,753</b>	<b>\$25,182,542</b>	<b>\$39,301,169</b>	<b>\$14,118,627</b>	<b>56%</b>
<b>POSITIONS</b>	<b>323</b>	<b>390</b>	<b>360</b>	<b>(30)</b>	<b>-8%</b>

**REVENUES**

	2000-01 Actual Revenue	2001-02 Redbook	2002-03 Mayor's Budget Rec	Variance	Variance Percent
Licenses/Permits	\$17,921,716	\$19,870,000	\$19,870,000	\$0	0%
Fines/Forfeits/Pen	600	100,000	100,000	0	0%
Grants/Shared Taxes	644,013	600,000	13,834,913	13,234,913	2206%
Sales & Charges	716,175	1,580,000	1,580,000	0	0%
Sales of Assets	19,500	0	0	0	0%
Contribution/Transfers		0	3,916,256	3,916,256	0%
Sales & Charges	12,884	0	0	0	0%
Miscellaneous	0	0	0	0	0%
<b>TOTAL</b>	<b>\$19,314,888</b>	<b>\$22,150,000</b>	<b>\$39,301,169</b>	<b>\$17,151,169</b>	<b>77%</b>

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